

Free Income Tax Preparation

The Northern Law Center's (NLC) Tax Center provides free federal income tax preparation and electronic filing to all U.S. ID card holders. In addition to federal income tax returns, the Tax Center will also prepare and electronically file (if available) state tax returns. With electronic filing taxpayers will usually have their return within 2 weeks.

WHERE: The Tax Assistance Office has two locations. Our main location is in Building 318, Room 207, on SHAPE. Our satellite office is at USAG Brussels Building 4, Room 329.

WHEN: The *Tax Assistance Office on SHAPE* is open. **Walk-ins and appointments are available Monday thru Friday from 07:30 to 17:30.**

Appointments are recommended for taxpayers with the following:

- Rental property
- Sale of stock/mutual funds
- Itemized deductions
- Foreign tax issues
- Other complicated matters

The *Tax Assistance Office at USAG Brussels* will open part-time **beginning February 1, 2006**. Tax assistance at USAG Brussels is **by appointment only** every Tuesday and Thursday. The tax office at USAG Brussels is located on the second floor of building 4, Room 329.

WHAT TO BRING: Taxpayers should bring the following items with them to prevent delays in processing their returns and in receiving their refunds:

- ID card, W-2s, and 1099 forms
- Social Security cards for themselves and their dependents
- Void check or bank account cards for direct deposit
- Copy of last year's tax return (if available)
- If filing jointly, taxpayers should bring their spouse or a POA if spouse is absent

WHO TO CALL: For tax appointments **please call DSN 423-4906 or CIV 065-44-4906.**

All tax centers have the necessary federal and state income tax forms and special powers of attorney if couples file jointly and one spouse is absent.